

TEXAS GENERAL LAND OFFICE
GIS Internship 2020/2021

***** Deadline for applications to be received: Friday, April 10, 2020 @ 5:00 p.m. Central *****

Location: Austin, Texas - Stephen F. Austin State Office Building, 1700 N Congress Avenue
Time Period: **Fall 2020/Spring 2021, or Spring/Summer 2021 semesters**
Schedule: Part-time, 10-15 hours/week, 150 hours per semester (total of 300 hours for two semesters)
Compensation: \$4,500 total (\$2,250 each semester), to be contracted and paid through your school.
Plus, optional credit through university course, to be arranged by the student.
Please note that this internship is considered an on-campus position, even though you will be working at our offices, and does NOT provide benefits—maximum 19 hours per week.

Contact: Scot Friedman, Director email: Scot.Friedman@glo.texas.gov
Geospatial Technology Services phone: 512-463-5144
Texas General Land Office web: www.glo.texas.gov / [GIS Page](#)

Position: Geographic Information Systems (GIS) Intern

Classification: Paid internship, \$4,500 for a minimum of 300 hours over two semesters, paid through your school. Optional credit through university course may be arranged by the student.

General Job Description: GIS Interns will assist in the development, manipulation, organization, analysis, and presentation of geospatial data, aerial imagery, LiDAR elevation data, etc. for the General Land Office, in support of the agency's critical mission and business functions, including projects for Coastal Resources, Oil Spill, Energy Resources, Archives & Records, Asset Management, Community Development & Revitalization, and others.

Job Duties: Interns will play a key role on the Geospatial Team, with responsibility for creating and updating geospatial data and attribute information; analyzing data; accurately plotting the location of features; designing map products; and compiling geospatial information into requested hardcopy and electronic products.

Qualifications: Applicants must be enrolled at an accredited Texas college or university during the two concurrent semesters applied for by the student. Successful candidates will have experience with ArcGIS software and related products, an ability to think spatially and creatively, and a demonstrated expertise and enthusiasm in cartography, map production, and spatial analysis. The position requires attention to detail, excellent communication skills, and the ability to work well independently and in team settings. Knowledge of aerial imagery, LiDAR, remote sensing, GPS technologies, coastal processes, energy resources, land management, geomorphology, and the geography of Texas are a plus.

How to Apply – Late or incomplete applications will NOT be considered.

- Application Materials:
 - (1) **Brief Cover Letter or Email** introducing yourself, outlining your experience and interest in the internship, and specifying which two semesters you are applying for,
 - (2) **State of Texas Job Application** (<http://www.twc.state.tx.us/jobs/gvib/stateapp.doc>). Use "GIS Intern" for the job title, leave job posting number blank, and list your college or university in the state agency box. *If you're not able to sign the application digitally, you can sign it if/when interviewed.*
 - (3) **Your Current Résumé** with your contact information at the top,
 - (4) **An Academic Transcript** (unofficial is fine) listing all your relevant coursework: GIS, geography, environmental studies, natural resources, computer sciences, planning, etc.,
 - (5) **At Least Three (3) Professional and/or Academic References** (no friends or co-workers), with names, titles, relationship to you, email, and phone number—*please ask their permission*, and
 - (6) **At Least Three (3) Recent Examples of Maps or Other Work** that you have produced.
- Email all application materials to the attention of: Scot Friedman at Scot.Friedman@glo.texas.gov.

NOTE: **Email is the preferred method of applying.** If you wish to deliver your application by a different method, **please contact Scot Friedman in advance** to make arrangements.

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